

**SUMMARY OF THE  
QUALITY SYSTEMS MICROBIOLOGY SUB-COMMITTEE MEETING  
NOVEMBER 14, 2001**

The Quality Systems Microbiology Sub-committee of the National Environmental Laboratory Accreditation Conference (NELAC) met on Wednesday, November 14, 2001 at 1:30 p.m. Eastern Standard Time (EST) via teleconference. The meeting was led by Chairperson Marty Casstevens of Froehling and Robertson. A list of action items is given in Attachment A. A list of participants is given in Attachment B. The purpose of the meeting was to discuss the agenda items that follow.

**INTRODUCTION**

Marty Casstevens called the meeting to order and took attendance.

**REVIEW OF PREVIOUS MINUTES**

The minutes from the September 12, 2001 meeting were reviewed and approved as written.

**MEDIA PREP**

The proposed language for this will be presented at the Interim Meeting.

**CHLORINE RESIDUAL**

Most comments received by this sub-committee state they don't want to test. A poll recently conducted of the 11 Accrediting Authorities reported that only four states routinely require testing. It was recommended to add a sentence at the end of 5.11.3.A.2 of the NELAC Standards to read "This requirement is not applicable for microbiological samples." Further discussion ensued regarding developing guidelines for labs who sterilize their own bottles and the stability of sodium thiosulfate.

**BLANKS IN MEMBRANE FILTRATION**

Gary Kadonski had sent an e-mail in which he raised a question regarding the filtration series and number of blanks contained in a series. The EPA considers a filtration series as one that begins with a blank and is considered ended when there is an interruption of more than 30 minutes. However, the EPA manual does not define series. After some discussion, it was clarified that when doing membrane filtration, you start off the series with sterilized equipment, but in between samples you use UV light to sanitize. Standard Methods, 19<sup>th</sup> Edition, page 954, states units must be autoclaved and sterilized first, then sanitized via UV before reusing during a filtration series. It was suggested that this definition be inserted into the proposed EPA Certification Manual, under 5.2.2. Sharon Kleunder offered to send Margo Hunt these comments, along with the request to have her present this to the members working on these standards. As the requirement of using blanks for every 10 samples is being considered for discontinuation, this is important. Further discussion resulted in the determination that the use of the UV light in between successive filtrations is part of the justification

for not requiring a blank on every funnel in use for every 10 samples. It was recommended to add into the NELAC Standards that in between successive filtration, a sanitization or resterilization should occur. Discussion ensued regarding the definition of units, funnels, and assemblies, which resulted in the determination that the term used should be units, which include the top and bottom. EPA Microbiological Manual of 1978 stipulates that the whole unit needs to be sanitized.

Further discussion ensued in reference to proposed changes to D.3.1.A.2 to further define what a filtration series is. It was suggested to add a sentence which would state that between successive filtrations, filtration units shall be sanitized or reesterilized. It is also necessary to define what successive filtration is vs filtration series. Marty Casstevens will work on a definition of filtration series and e-mail everyone for comments.

#### **FUTURE TELECONFERENCES**

The next teleconference is scheduled for December 12, 2001 at 1:30 p.m. Eastern Standard Time (EST).

#### **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 3:00 p.m. EST.

**ACTION ITEMS**  
**QUALITY SYSTEMS MICROBIOLOGY SUB-COMMITTEE MEETING**  
**NOVEMBER 14, 2001**

<b>Item No.</b>	<b>Action</b>	<b>Date to be Completed</b>
1.	Sharon Kleunder will send Margo Hunt comments regarding the definition for the EPA Certification Manual.	ASAP
2.	Mary Casstevens will work on a definition of filtration series and e-mail everyone for comments.	ASAP

**PARTICIPANTS**  
**QUALITY SYSTEMS MICROBIOLOGY SUB-COMMITTEE MEETING**  
**NOVEMBER 14, 2001**

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